

# ISES Corporation

Optimizing Your Investment in Facility Operations



**Facilities Maintenance and Management Services  
(03FAC)**

**Schedule GS-21F-0045W**



# General Services Administration, Federal Supply Service

## Authorized Federal Supply Schedule Price List

### Price List

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!™, a menu driven database system.

The INTERNET address for GSA Advantage!™ is:  
[www.gsaadvantage.gov](http://www.gsaadvantage.gov).

For more information on ordering from Federal Supply Schedules, click on the FSS Schedule button at: [www.fss.gsa.gov](http://www.fss.gsa.gov).

**Standard Industry Group Number:** 8744  
**Contract Number:** GS-21F-0045W  
**Contract Period:** 12/15/2009-12/14/2019  
**DUNS Number:** 180546798

**Contract Administration:**  
Mr. James Harper  
GSA FSS Contract Administrator

### ISES Corporation

**Office:** 3100 Breckinridge Blvd., Suite 400  
Duluth, GA 30096  
**Telephone:** (800) 881-4737  
(770) 879-7376  
**Fax:** (770) 879-7825  
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[www.isescorp.com](http://www.isescorp.com)

**Business Size:** Small



## CUSTOMER INFORMATION

### 1a. AWARDED SPECIAL ITEM NUMBERS (SINS):

SIN 811-006 and SIN 811-006RC: Facilities Maintenance and Management Consulting  
SIN 871-202 and SIN 871-202RC: Energy Management Planning and Strategies  
SIN 871-203 and SIN 871-203RC: Training on Energy Management  
SIN 871-205 and SIN 871-205RC: Energy Program Support Services  
SIN 871-206 and SIN 871-206RC: Building Commissioning Services  
SIN 871-207 and SIN 871-207RC: Energy Audit Services  
SIN 871-208 and SIN 871-208RC: Resource Efficiency Management  
SIN 871-209 and SIN 871-209RC: Innovations in Energy

### 1b. LOWEST PRICE MODEL NUMBER AND LOWEST UNIT PRICE:

| SIN     | BUILDING               | UNIT    | LOW    | HIGH   |
|---------|------------------------|---------|--------|--------|
| 811-006 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |
| 871-202 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |
| 871-203 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |
| 871-205 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |
| 871-206 | Building Commissioning | Sq. Ft. | \$0.24 | \$0.99 |
| 871-207 | Energy Audit Services  | Sq. Ft. | \$0.08 | \$0.98 |
| 871-208 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |
| 871-209 | Basic Office Buildings | Sq. Ft. | \$0.08 | \$0.17 |

- 1c. DESCRIPTION OF HOURLY RATES: Not applicable
2. MAXIMUM ORDER: \$1,000,000
3. MINIMUM ORDER: \$1000
4. GEOGRAPHIC COVERAGE: Domestic and Overseas
5. POINTS OF PRODUCTION: 3100 Breckinridge Blvd., Suite 400  
Duluth, Georgia, 30096
6. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE: 1%-11%
7. QUANTITY DISCOUNTS: None
8. PROMPT PAYMENT TERMS: ½% 20 days
- 9a. GOVERNMENT PURCHASE CARDS: Are accepted at or below the micro-purchase threshold
- 9b. GOVERNMENT PURCHASE CARDS: Are accepted above the micro-purchase threshold
10. FOREIGN ITEMS (LIST ITEMS BY COUNTRY ORIGIN): Not applicable
- 11a. TIME OF DELIVERY: As negotiated with ordering activity
- 11b. EXPEDITED DELIVERY: As negotiated with ordering activity
- 11c. OVERNIGHT & 2 DAY DELIVERY: As negotiated with ordering activity
- 11d. URGENT REQUIREMENTS: As negotiated with ordering activity
12. F.O.B. POINT(S): Destination
- 13a. ORDERING ADDRESS AND PAYMENT ADDRESS:  
3100 Breckinridge Blvd., Suite 400  
Duluth, Georgia 30096

- 13b. ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.
- 14. PAYMENT ADDRESS:**  
3100 Breckinridge Blvd., Suite 400  
Duluth, Georgia 30096
- 15. WARRANTY PROVISION:** Not applicable
- 16. EXPORT PACKING CHARGES:** Not applicable
- 17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD:** Not applicable
- 18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR:** Not applicable
- 19. TERMS AND CONDITIONS OF INSTALLATION:** Not applicable
- 20/20a. TERMS AND CONDITIONS OF REPAIR PARTS AND OTHER SERVICES:** Not applicable
- 21. LIST OF SERVICE AND DISTRIBUTION POINTS:** Not applicable
- 22. LIST OF PARTICIPATING DEALERS:** Not applicable
- 23. PREVENTATIVE MAINTENANCE:** Not applicable
- 24a. ENVIRONMENTAL ATTRIBUTES:** Not applicable
- 24b. SECTION 508 COMPLIANCE:** Not applicable
- 25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:** 180546798
- 26. SYSTEM FOR AWARD MANAGEMENT:** ISES Corporation is registered in the System for Award Management (SAM) database, with a valid date of 05/16/2016



## DESCRIPTION OF SERVICES OFFERED

ISES Corporation is a facilities engineering consulting firm that has served public and private sector clientele for over 25 years. ISES works with multiple government agencies (Federal, State and Local), hundreds of higher education clients, as well as numerous healthcare and for-profit corporations. ISES has assessed over 2 billion gsf of facilities, offering numerous services including:

- Facility Condition Assessments
- Infrastructure Assessments
- Energy Audits
- ADA Compliance
- Operations and Maintenance Programming
- Capital Planning
- Organizational Studies
- Lifecycle Modeling
- Web-based Software Management Tools
- Facility Performance Evaluation

Our flagship service involves the preparation of comprehensive Facility Condition Assessment (FCA) studies. This provides a quantitative analysis of the condition of your buildings and constructs a long-term facilities renewal program for your assets. ISES specializes in the development of FCA reports providing individual condition assessment reports for each facility inspected. Each report includes a comprehensive checklist of recommended facility renewal needs. The FCA service is also accompanied by a mature web-based database management system which we host and support. This allows you to have multiple users throughout your organization working with the same data provided by an FCA for long-term planning.

ISES is a quality driven, service-oriented provider of facility condition assessment services. We constantly reexamine our internal processes and procedures to improve customer support. We seek to augment the capabilities of our client facility management organizations, not supplant them. Through this process, we establish long-term partnership arrangements that work to the benefit of all parties involved.

ISES is certified as an SBA SDB and minority-owned firm.

Please visit our website at [www.isescorp.com](http://www.isescorp.com) for more information on our capabilities, to request our full brochure, for a complete reference list, or to run a live demonstration of the ISES AMS (Asset Management System) software.

## SIN DESCRIPTIONS

### **SIN 811-006 and SIN 811-006RC**

Facilities Maintenance and Management Consulting

- Facilities consulting services that include, but are not limited to: the development, planning, facilitation, coordination, documentation, program planning, audits, inspections, evaluations, studies, analyses (including cost), scenarios, reports, policy and regulation development assistance for initiatives in areas of facilities maintenance and management solutions.

### **SIN 871-202 and SIN 871-202RC** Energy Management Planning and Strategies

- A four phase Comprehensive Energy Management Solution consisting of all four phases of an energy project and could pertain to a variety of energy projects that include, but are not limited to, renewable energy, sustainable energy, and energy efficient buildings certification programs such as LEED. (1) Consulting/Auditing/Energy Management Solutions – This includes the strategic planning, energy assessments (e.g. feasibility, vulnerability and other detailed assessments), developing and executing of energy audits, audit plans and energy management solutions. (2) Concept Development and Requirements Analysis - This includes the analysis of the audit results and outlined requirements to design a detailed energy management project concept. (3) Implementation and Change Management - This includes the implementation and integration of more energy efficient practices and systems and training in using them effectively. (4) Measurement and Verification - This includes the performance assessment and measurement of the effectiveness and energy efficiency of the project and can include long term monitoring, verification of savings and benchmarking.

### **SIN 871-203 and SIN 871-203RC** Training on Energy Management

- Including, but not limited to, reducing energy consumption, mitigating risk with energy systems, operating systems efficiently, making energy efficient system choices, and energy efficient buildings certification programs such as LEED.

### **SIN 871-205 and SIN 871-205RC** Energy Program Support Services

- Including, but not limited to, billing and management oversight and assistance in preparing energy services related agency statements of work. Energy efficient buildings certification programs such as LEED may be included.

### **SIN 871-206 and SIN 871-206RC** Building Commissioning Services

- Including, but not limited to, comprehensive building commissioning services on new construction, major modernization projects, and existing energy consuming buildings and facilities designed to ensure the building systems are designed and built to operate as efficiently as possible. This includes re-commissioning and retro-commissioning services. Energy efficient buildings certification programs such as LEED may be included.



**SIN 871-207 and  
SIN 871-207RC**  
Energy Audit  
Services

- Including, but not limited to, developing, executing, and reporting on audit plans and/or perform energy and water audit services. Energy audits may range from cursory to comprehensive. Including, but not limited to data collection, data analysis, benchmarking with tools such as Energy Star, and written recommendations of suggested upgrades of electrical and mechanical infrastructure, including their impact on energy consumption and pollution can include recommendations for using alternative Energy Sources. Energy efficient buildings certification programs such as LEED may be included.

**SIN 871-208 and  
SIN 871-208RC**  
Resource Efficiency  
Management

- Including, but not limited to, providing information on possible steps that will improve energy efficiency. This information shall include estimates of cost savings and environmental benefits. This includes onsite analysis of current operations, equipment, and energy purchasing patterns. This may include the services of a resource efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency. Energy efficient buildings certification programs such as LEED may be included.

**SIN 871-209 and  
SIN 871-209RC**  
Innovations in Energy

- Innovative approaches to renewable and/or sustainable energy, sustainability services, and energy management technology and services. These might include, but are not limited to, new developments or improvements in providing renewable energy and managing energy through biomass conversion, solar energy, fuel cells, geothermal energy, hydropower (tidal power, wave power, tidal stream power, waterwheels, and hydro electricity), wind power or other sources. These approaches should be capable of providing renewable and/or sustainable energy and sustainability services that are more carbon-neutral, thereby lessening dependence on traditional non-renewable, fossil fuel sources of energy such as coal, oil, natural gas and propane. This could include sustainability and carbon management solutions such as analysis, foot printing, measuring, mitigation, verification and management, training on new energy technologies and systems, life-cycle costing, and maintenance and operational support of renewable energy systems; and the implementation, testing and evaluation of networked energy management systems and services that utilize Internet Protocol -Next Generation (IPv6) enabled systems that are configured using open standards architecture that can include Power over Ethernet (POE) implementation, wireless configurations, data security using IPSEC or 128 DES Encryption standards, high reliability, NIST compliant, and demonstrated energy efficiencies or cost savings, and are capable of integrating with existing information systems data infrastructure and backbone.

## PRICE LIST

ISES Corporation's GSA Approved Pricing for our Facilities Maintenance and Management Services (03FAC) contract is shown in the table below. It is current through 12/14/19. The table provides our consulting rates for each SIN. Under this Federal Supply Schedule, ISES can provide the following services:



SIN 811-006 and SIN 811-006RC: Facilities Maintenance and Management Consulting  
 SIN 871-202 and SIN 871-202RC: Energy Management Planning and Strategies  
 SIN 871-203 and SIN 871-203RC: Training on Energy Management  
 SIN 871-205 and SIN 871-205RC: Energy Program Support Services  
 SIN 871-206 and SIN 871-206RC: Building Commissioning Services  
 SIN 871-207 and SIN 871-207RC: Energy Audit Services  
 SIN 871-208 and SIN 871-208RC: Resource Efficiency Management  
 SIN 871-209 and SIN 871-209RC: Innovations in Energy

\* The pricing as shown is a **RANGE** of pricing. Pricing varies depending on the variable factors.

| SIN     | SERVICE                | UNIT OF ISSUE<br>(e.g. Hour, Task, Sq ft) | PRICE       |              |
|---------|------------------------|---|-------------|--------------|
|         |                        |   | Lowest Rate | Highest Rate |
| 811-006 | Basic Office Buildings | Sq. Ft.                                   | \$0.08      | \$0.17       |
| 811-006 | Historic Buildings     | Sq. Ft.                                   | \$0.11      | \$0.30       |
| 811-006 | Laboratories           | Sq. Ft.                                   | \$0.13      | \$0.90       |
| 811-006 | Infrastructure         | Sq. Ft.                                   | \$0.08      | \$0.49       |
| 811-006 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14      | \$0.74       |
| 811-006 | Energy Plants          | Sq. Ft.                                   | \$0.14      | \$0.82       |
| 811-006 | Secure Facilities      | Sq. Ft.                                   | \$0.24      | \$0.98       |
| 811-006 | Educational Buildings  | Sq. Ft.                                   | \$0.08      | \$0.21       |
| 811-006 | Individual Building    | Sq. Ft.                                   | \$0.23      | \$0.46       |
| 811-006 | Unique Building        | Sq. Ft.                                   | \$0.08      | \$0.99       |
|         |                        |   |             |              |
| 871-202 | Basic Office Buildings | Sq. Ft.                                   | \$0.08      | \$0.17       |
| 871-202 | Historic Buildings     | Sq. Ft.                                   | \$0.11      | \$0.30       |
| 871-202 | Laboratories           | Sq. Ft.                                   | \$0.13      | \$0.90       |
| 871-202 | Infrastructure         | Sq. Ft.                                   | \$0.08      | \$0.49       |
| 871-202 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14      | \$0.74       |
| 871-202 | Energy Plants          | Sq. Ft.                                   | \$0.14      | \$0.82       |
| 871-202 | Secure Facilities      | Sq. Ft.                                   | \$0.24      | \$0.98       |
| 871-202 | Educational Buildings  | Sq. Ft.                                   | \$0.08      | \$0.21       |
| 871-202 | Individual Building    | Sq. Ft.                                   | \$0.23      | \$0.46       |
| 871-202 | Unique Building        | Sq. Ft.                                   | \$0.08      | \$0.99       |
|         |                        |   |             |              |
| 871-203 | Basic Office Buildings | Sq. Ft.                                   | \$0.08      | \$0.17       |
| 871-203 | Historic Buildings     | Sq. Ft.                                   | \$0.11      | \$0.30       |
| 871-203 | Laboratories           | Sq. Ft.                                   | \$0.13      | \$0.90       |



| 871-203 | Infrastructure         | Sq. Ft.                                   | \$0.08               | \$0.49                |
|---------|------------------------|---|----------------------|-----------------------|
| 871-203 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14               | \$0.74                |
| SIN     | SERVICE                | UNIT OF ISSUE<br>(e.g. Hour, Task, Sq ft) | PRICE<br>Lowest Rate | PRICE<br>Highest Rate |
| 871-203 | Energy Plants          | Sq. Ft.                                   | \$0.14               | \$0.82                |
| 871-203 | Secure Facilities      | Sq. Ft.                                   | \$0.24               | \$0.98                |
| 871-203 | Educational Buildings  | Sq. Ft.                                   | \$0.08               | \$0.21                |
| 871-203 | Individual Building    | Sq. Ft.                                   | \$0.23               | \$0.46                |
| 871-203 | Unique Building        | Sq. Ft.                                   | \$0.08               | \$0.99                |
| 871-205 | Basic Office Buildings | Sq. Ft.                                   | \$0.08               | \$0.17                |
| 871-205 | Historic Buildings     | Sq. Ft.                                   | \$0.11               | \$0.30                |
| 871-205 | Laboratories           | Sq. Ft.                                   | \$0.13               | \$0.90                |
| 871-205 | Infrastructure         | Sq. Ft.                                   | \$0.08               | \$0.49                |
| 871-205 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14               | \$0.74                |
| 871-205 | Energy Plants          | Sq. Ft.                                   | \$0.14               | \$0.82                |
| 871-205 | Secure Facilities      | Sq. Ft.                                   | \$0.24               | \$0.98                |
| 871-205 | Educational Buildings  | Sq. Ft.                                   | \$0.08               | \$0.21                |
| 871-205 | Individual Building    | Sq. Ft.                                   | \$0.23               | \$0.46                |
| 871-205 | Unique Building        | Sq. Ft.                                   | \$0.08               | \$0.99                |
| 871-206 | Building Commissioning | Sq. Ft.                                   | \$0.24               | \$0.99                |
| 871-207 | Energy Audit Services  | Sq. Ft.                                   | \$0.08               | \$0.98                |
| 871-208 | Basic Office Buildings | Sq. Ft.                                   | \$0.08               | \$0.17                |
| 871-208 | Historic Buildings     | Sq. Ft.                                   | \$0.11               | \$0.30                |
| 871-208 | Laboratories           | Sq. Ft.                                   | \$0.13               | \$0.90                |
| 871-208 | Infrastructure         | Sq. Ft.                                   | \$0.08               | \$0.49                |
| 871-208 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14               | \$0.74                |
| 871-208 | Energy Plants          | Sq. Ft.                                   | \$0.14               | \$0.82                |
| 871-208 | Secure Facilities      | Sq. Ft.                                   | \$0.24               | \$0.98                |
| 871-208 | Educational Buildings  | Sq. Ft.                                   | \$0.08               | \$0.21                |
| 871-208 | Individual Building    | Sq. Ft.                                   | \$0.23               | \$0.46                |
| 871-208 | Unique Building        | Sq. Ft.                                   | \$0.08               | \$0.99                |
| 871-209 | Basic Office Buildings | Sq. Ft.                                   | \$0.08               | \$0.17                |
| 871-209 | Historic Buildings     | Sq. Ft.                                   | \$0.11               | \$0.30                |
| 871-209 | Laboratories           | Sq. Ft.                                   | \$0.13               | \$0.90                |
| 871-209 | Infrastructure         | Sq. Ft.                                   | \$0.08               | \$0.49                |
| 871-209 | Healthcare Buildings   | Sq. Ft.                                   | \$0.14               | \$0.74                |
| 871-209 | Energy Plants          | Sq. Ft.                                   | \$0.14               | \$0.82                |
| 871-209 | Secure Facilities      | Sq. Ft.                                   | \$0.24               | \$0.98                |
| 871-209 | Educational Buildings  | Sq. Ft.                                   | \$0.08               | \$0.21                |
| 871-209 | Individual Building    | Sq. Ft.                                   | \$0.23               | \$0.46                |
| 871-209 | Unique Building        | Sq. Ft.                                   | \$0.08               | \$0.99                |

\* Square footage is the primary pricing factor. Range of gsf base pricing has a range of cents per gsf to multiple dollars per gsf depending on inclusion of unique factors.

\* ISES will ensure that GSA will receive best rates offered when considering all factors involved, including but not limited to:

- \* Type of services required (assessments, audit, inspection, staffing, programming, etc.).
- \* Type of structure for project (military assets, barracks, office building, laboratory, heating plant, school, etc.).
- \* Pilot study or full portfolio project.
- \* Use and age of structure (offices, research, production, energy, housing, etc.)
- \* Security concerns (access and escort/badging requirements).
- \* Physical location which determines number of staff and hours per day and travel time.
- \* Building personnel availability with access keys, codes, etc.
- \* BIM, records, drawings, contracts, blueprints, CAD availability for review.
- \* Regulatory and code requirements (Federal, State and Local)
- \* ADA compliance, retrofit
- \* Energy initiatives, executive orders, DOD and Federal energy reduction policies.
- \* Commissioning/Retro-commissioning
- \* Asset management database system (uploads, selection, implementation, etc.)
- \* Availability and compatibility of CMMS/WINS
- \* Capital renewal planning with cost projections and lifecycle assessments.
- \* Length of performance time and project followup reporting.
- \* Training on database management, staff training, recurrent training, etc.
- \* Published report documents (number of/updating as requested).
- \* Inclusion or reference to BER, PCS and safety/environmental reports.
- \* Personnel assigned by Project Manager.

## INSTRUCTIONS for Placing Order Based on GSA Schedule Rates

GSA provides a streamlined, efficient process for ordering the services you need. GSA has already determined that ISES Corporation meets the technical requirements and that our prices offered are fair and reasonable. Agencies may use written orders; facsimile orders, credit card orders, blanket purchase agreement orders, or individual purchase orders under this contract. If it is determined that your agency needs an outside source to provide Schedule 03FAC Facilities Maintenance and Management services, follow these simple steps:

### **Step 1. Develop a Statement of Work (SOW); In the SOW, include the following information:**

- Work to be performed
- Location of work
- Period of performance
- Deliverable schedule
- Special standards and any special requirements, where applicable

### **Step 2. Select Contractor and Place Order**

- If the order is at or below the micro-purchase threshold, select the contractor best suited for your needs and place the order
- If the order is exceeding, but less than the maximum order threshold (MOT), prepare a RFQ
- If the order is in excess of the MOT, prepare a RFQ; Consider expansion of competition and seek price reductions

### **Step 3. Prepare a Request for Quote (RFQ)**

- Include the SOW and evaluation criteria
- Request fixed price, ceiling price, or, if not possible, labor hour or time and materials order
- If preferred, request a performance plan from contractors and information on past experience; Include information on the basis for selection
- May be posted on GSA's electronic RFQ system, e-Buy

### **Step 4. Provide RFQ to at least Three Contractors**

### **Step 5. Evaluate Offers, Select Best Value Contractor, and Place Order**

## Blanket Purchase Agreements (BPAs)

**This information will help ordering offices understand how to use Blanket Purchase Agreements (BPAs) under GSA Federal Supply Schedule contracts.**

Blanket Purchase Agreements (BPAs) are a simplified method of filling anticipated repetitive needs for services and products. BPAs are "charge accounts" that ordering offices establish with GSA Schedule contractors to provide themselves with an easy ordering tool. In accordance with Federal Acquisition Regulation (FAR) 8.404, ordering offices may establish BPAs under any GSA Schedule contract.

### Benefits and Advantages of Using BPAs

Contractual terms and conditions are contained in GSA Schedule contracts and are not to be renegotiated for GSA Federal Supply Schedule BPAs. Therefore, as a purchasing option, BPAs eliminate such contracting and open market costs as the search for sources, the need to prepare solicitations and the requirement to synopses the acquisition.

BPAs also—

- Satisfy recurring requirements
- Reduce acquisition costs through quantity discounts
- Save time by eliminating repetitive, individual purchases and payments
- Reduce administrative efforts and paperwork
- Obtain better value by leveraging an ordering office's buying power through volume purchasing
- Enable an ordering office to use streamlined ordering procedures with no dollar limitations on individual task/delivery orders
- Permit an ordering office to incorporate Contractor Team Arrangements
- Allow for quicker turnarounds on orders
- Permit an ordering office to incorporate terms and conditions not in conflict with the underlying contract

A BPA can be set up for field offices across the nation to use, thus allowing them to participate in an ordering office's BPA and place orders directly with GSA Federal Supply Schedule contractors. In doing so, the entire agency reaps the benefits of additional discounts negotiated into the BPA. In addition, the ordering office reduces the administrative burden of writing numerous task/delivery orders, while still being able to order as much as it wants and as often as it wants. The flexibility and advantages are endless when setting up a BPA.

### Setting up a BPA

BPAs are established directly with GSA Schedule contractors. In accordance with FAR 8.404, an ordering office may request a price reduction based on the total estimated volume of the BPA, regardless of the size of individual orders. The Request For Quotation (RFQ) should specify the ordering office's requirements, including estimated quantities and work to be performed, and should advise GSA Schedule contractors whether the ordering office intends to establish a single BPA or multiple BPAs.

Generally, a single BPA should be established when the ordering office can easily define its services and/or products requirements and a firm-fixed price or ceiling price can be established. Since a best value selection is made when the single BPA is established, the ordering office does not need to make a separate best value selection for each order under the BPA.

Multiple BPAs should be established when the ordering office cannot easily define its services and/or products requirements, or it determines that more than one BPA is needed to meet its needs. First determine which GSA Schedule contractors are technically qualified and then establish BPAs with them. When multiple BPAs are

established, each order must be competed among all BPA holders and a best value selection must be made each time an order is placed.

**All BPAs must contain certain information, such as:**

- Name of the GSA Schedule contractor
- GSA Schedule contract number
- BPA number assigned by the ordering office
- Description of the requirement, to include estimated quantities and work to be performed
- Prices and/or discounts
- Extent of the obligation
- Any additional price reductions negotiated by the ordering office, based on the proposed dollar value of the BPA
- Listing of individuals authorized to purchase under the BPA
- Delivery or performance time frames
- Location of deliveries
- Frequency of ordering and invoicing
- Date of BPA expiration
- Statement that all other terms and conditions are contained in the GSA Federal Supply Schedule contract

Note: Prices under GSA Federal Supply Schedule contracts have already been determined to be fair and reasonable.

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act, \_\_\_\_\_ (Agency) and ISES Corporation enter into a cooperative Blanket Purchase Agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-21F-0045W.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: the search for sources, the development of technical documents and solicitations, and the evaluation of bids and offers. Contractor Team Arrangements are permitted with Federal Supply Schedule contractors in accordance with Federal Acquisition Regulation (FAR) Subpart 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the Schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures:

\_\_\_\_\_  
AGENCY

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CONTRACTOR

\_\_\_\_\_  
DATE



BPA NUMBER \_\_\_\_\_

(CUSTOMER NAME)

## BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-21F-0045W, Blanket Purchase Agreements, ISES Corporation agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH:

\_\_\_\_\_  
(Ordering Agency)

1. The following contract services/products can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

TYPE OF SERVICE

BPA DISCOUNT/PRICE

2. Delivery:

DESTINATION

DELIVERY SCHEDULE/DATES

3. The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.
4. This BPA does not obligate any funds.
5. This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.
6. The following office(s) is hereby authorized to place orders under this BPA:

OFFICER

POINT OF CONTACT

7. Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, paper, or oral communications.

8. Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- Name of Contractor
- Contract Number
- BPA Number
- Model Number or National Stock Number (NSN)
- Task/Delivery Order Number
- Date of Purchase
- Quantity, Unit Price, and Extension of Each Item
  - (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information)
- Date of Shipment

9. The requirements of a proper invoice are as specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the task/delivery order transmission issued against this BPA.

10. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

**\*IMPORTANT** – A new feature to the Federal Supply Schedules Program permits contractors to offer price reductions in accordance with commercial practice. Contractor Team Arrangements are permitted with Federal Supply Schedule contractors in accordance with FAR Subpart 9.6.



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